

FORENSICS SPECIALIST

DEFINITION

To perform technical work in photography and the collection, identification, and preservation of crime scene evidence; to log in evidence and maintain records; perform latent print processing; and do related work as required.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from the Crime Laboratory Manager.

ESSENTIAL FUNCTIONS – Functions may include, but are not limited to, the following:

Recognize, preserve and collect physical evidence at crime and accident scenes.

Take traditional and digital photographs under field and laboratory conditions; processes and organizes digital images using computer software programs.

Make computer generated crime scene diagrams and facial composites.

Prepare detailed crime scene, laboratory and other reports.

Prepare accurate and grammatically correct investigative reports.

Locate, identify, collect, protect, preserve and analyze materials and substance as evidence at crime scenes and other locations using a variety of specialized equipment and techniques.

Prepare, process and lift latent prints and enter latent prints into CAL-ID computer systems.

Record or make visible trace evidence through such photographic techniques as macro, micro, infrared, ultraviolet and alternate light sources.

Prepare castings of tire, foot wear, tool and other impressions.

Performs basic examination of blood, hair, fiber, firearms, narcotic, and other types of physical evidence; and perform physical match of fracture comparisons.

Search criminal records and files; work with digital images using digital darkroom computer programs including digital video, MP3, DVD, and others as they become available for the consumer market.

Photograph, document, and collect physical evidence at autopsies.

CITY OF CHULA VISTA
Forensics Specialist

Serve as a recognized expert in court in the presentation and verification of collected evidence such as bloodstain interpretation, projectiles, fingerprints, photography, and crime scene diagramming.

Build and maintain positive working relationships with co-workers, other City employees and the public using principles of good customer service.

Performs related duties as assigned.

MINIMUM QUALIFICATIONS

Knowledge of:

Crime scene investigation techniques and procedures;

Latent print processing methods.

Traditional and digital imaging techniques and equipment operation.

Basic techniques used in investigation, identification, collection, preservation, and processing of physical evidence.

Basic operation of a variety of equipment used in evidence collection and preservation.

Police procedures; court testimony procedures and techniques.

Exercise independent judgment and initiative without close supervision.

Applicable laws, codes, ordinances and regulations.

English usage, spelling, grammar, and punctuation.

Computer equipment and software applications related to assignment.

Ability to:

Gather, assemble and analyze physical evidence.

Prepare clear, detailed, and concise reports.

Use and operate equipment common to crime scene investigation such as Latent fingerprinting brushes, powders, chemical developers, various computers and computer programs.

Work nights, holidays and weekends and be available for stand-by and call outs after regular working hours.

Use cameras, recorders and various chemicals to develop, preserve and process evidence.

Operate computer equipment and software applications related to assignment.

Communicate clearly and concisely, both orally and in writing.

Establish and maintain effective working relationships with those contacted in the course of work.

Work with various cultural and ethnic groups in a tactful and effective manner.

Experience and Training

Any combination of education and/or experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Experience:

Two years of responsible journey level experience involving photography work and evidence technology.

Training:

Equivalent the completion of the twelfth grade supplemented by college courses in fingerprinting and identification . An Associate's degree from an accredited college with major course work in Evidence Technology is highly desirable.

License or Certificate

Possession of a valid California driver's license.

PHYSICAL DEMANDS

On a continuous basis walk, stand, bend, crouch, stoop and sit for varying periods of time; use hands and fingers to grasp and use various types of equipment and tools used in forensics work; make repetitive hand and body motions; twist and reach below and above shoulder. Fieldwork may include activities involving climbing stairs and ladders, bending, lifting, and/or crawling into small/confined spaces. Must be able to use telephone and use a keyboard to communicate through written means, review information and enter/retrieve data; see in the normal vision range with or without correction; hear in the normal range with or without correction; lift weight up to 50 lbs of varying weight and shape.

WORKING ENVIRONMENT

Primary work is performed in both indoors and outdoors with exposure to varying weather conditions when conducting fieldwork. Indoor tasks are usually in a carpeted and air-conditioned office or laboratory environment with fluorescent lighting and moderate noise level; some movement is required from office to office. Frequent exposure to hazardous items such as firearms, drugs, body fluids, blood borne pathogens, chemicals, explosive devises, dangerous buildings (arsons) etc., is common while performing duties related to evidence collection. Work is frequently disrupted by the need to respond to in-person and telephone inquires.

5/04, 11/04 Revised